

Instructional Technology Committee Meeting Minutes

Date: October 25, 2022

Scheduled Time: 3:00 p.m. to 4:00 p.m.

Attendance

Committee Members: Madison Arbillaga, Stacy Crouch, Jonathan Foster, Michelle Husbands, Reme Huttman, Roger Long, Jessica Lynch, Karl Stevens, Jennifer Stieger, Eric Walsh, Josh Webster

Committee Members Present: Stacy Crouch, Jonathan Foster, Michelle Husbands, Reme Huttman, Jessica Lynch, Karl Stevens, Jennifer Stieger, Eric Walsh, Josh Webster

Committee Members Absent: Madison Arbillaga, Roger Long

Guests Present: none

Meeting Minutes

The committee chair called the meeting to order at 3:00 p.m. and took attendance.

The chair asked for a motion to approve the minutes from the September 22 meeting. Josh Webster moved to approve the minutes. Eric Walsh seconded the motion. The committee voted unanimously to approve the minutes.

Agenda Item 1: Discussion and Possible Action on Proposed Committee Charges

The chair asked committee members to discuss the list of proposed charges and committee composition requirements to be recommended to the Bylaws Committee for possible addition to Faculty Senate Bylaws pending Faculty Senate's approval. The Committee decided to strike recommendation 2, revised recommendation 5, and revised Composition requirement a. The chair then read the revised charges and committee composition requirements aloud and asked for a motion to approve. Eric Walsh moved to approve and Josh Webster seconded the motion. The Committee voted unanimously to approve the revised committee charges and composition requirements. The chair will forward the approved charges and composition requirements to the Bylaws Committee for consideration.

Agenda Item 2: Schedule of Meetings

The chair reported that he scheduled the October and November meetings based on the results of a Doodle poll. The dates and times for the meetings were the dates and times that worked best for the most committee members. The chair indicated that he did not schedule a December meeting, as it would fall very late in the semester, and would do so only if needed.

The chair asked for a motion to adjourn the meeting. Eric Walsh moved to adjourn, and Josh Webster seconded the motion.

The meeting adjourned at approximately 3:25 p.m.